At-a-Glance Task Guide for the ALEKS Instructor Module

Your ALEKS Instructor Module contains many exciting tools and features! To help you get the most out of your Instructor Account, please use this task guide to help you learn more about the features and actions that are available.

ALEKS®

Search for Classes, Students and Assignments ③ | ✉ Hello Aleks ▾ | Community | Feedback

① ②
CLASS »
Math 126 / Pre-Algebra   (32 👤) ⌄

STUDENT »
Enter Your Search   ⌄

⊞ Class Administration   Gradebook   Reports   Assignments   QuickTables ④

Class Code: XXXXX-XXXXX   **CLASS TOOLS** ✎

Math 126 / Pre-Algebra - Dashboard

Class Information
📖 Math 126   🔒 32
Class Code: XXXXX-XXXXX
Class Duration: 03/08/17 - 10/06/17
Course Product: Pre-Algebra
Class Grade: 9th Grade
Instructor: Joe Smith
Class Summary »

ALEKS Pie Report
396
63% Progress 396 of 630 Topics
Select slice to see mastery.
View Full Report »

Time and Topic – Learning Mode
3M   1M   2W   1W
September 20 – September 26
Legend   View Full Report »

⑤

Standards Progress
Correlation of the ALEKS course Pre-Algebra to the Common Core State Standards for Accelerated Grade 7 (2010)
56% Overall Progress
59% Number & Quantity
46% Algebra
71% Geometry
41% Statistics & Probability
Standards Report »

Progress Overall
Highest			Lowest
Mendes, Jane P.	1	89%	✉
Summers, Charles B.	2	87%	✉
Black, Daniel C.	3	86%	✉
Laplace, Herbert T.	4	80%	✉
Doe, Bart B.	5	77%	✉
Diaz, Nicole A.	6	76%	✉
View All »

Overall Grade
Highest			Lowest
Mendes, Jane P.	1	85%	
Ellison, Joel C.	2	83%	
Nixon, Carlos	3	82%	
Diaz, Nicole A.	4	82%	
Black, Kelly R.	5	82%	
Ross, Victoria L.	6	81%	
View All »

❶ **Home**
Easily navigate to the Instructor Dashboard.

❷ **Tabs**
These main navigation tabs help you move between the instructor, class, and student levels.

❸ **Search**
Easily search for classes, students, or assignments.

❹ **Sub-Navigation**
Menus for commonly used tasks related to the tab you have selected.

❺ **Dashboard**
View snapshots of important information about classes and students.

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Use the table below to find the path to complete commonly used tasks in your Instructor Account.

	TASK	TAB	SUB-NAVIGATION
Class/Student Administration	Create a New Class	Home Icon	Instructor Administration » New Class
	Pre-Register/Enroll Students	Class Tab (Select a Class)	Class Administration » Enroll/Pre-Register
	Class Roster	Class Tab (Select a Class)	Class Administration » Class Roster
	Move a Student to a New Class	Class Tab (Select a Class) » Student Tab (Select a Student)	Student Administration » Move/Unenroll
	Student Account Preferences	Class Tab (Select a Class)» Student Tab (Select a Student)	Student Administration » Account Summary
Reports	Class Level Reports	Class Tab (Select a Class)	Reports
	Individual Student Reports	Class Tab (Select a Class) » Student Tab (Select a Student)	Reports
	Custom Reports	Home Icon	Reports » Custom Reports
Taking Actions	Create Assignments or Learning Goals	Class Tab (Select a Class)	Assignments » Assignments
	Create Class Worksheets	Class Tab (Select a Class)	Assignments » Worksheets

OTHER TOOLS & FEATURES	
Dashboards	View snapshots of data and information relevant to your account, or a particular class or student
Class Administration » **Class Summary**	Manage class settings, including Content, Objectives, Class Options, QuickTables, Standards, and Resources
Class Administration » Class Summary » **Share Class Access**	Grant other teachers various levels of access to particular classes or students
Class Administration » Class Summary » **Student Groups**	Group students for reporting, Gradebook, or organizational purposes
Class Tools » **Student View**	Experience ALEKS as a student in any of your classes from within your Instructor Account—now there is no need to log in to a separate student account!

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